## WHAT'S BEEN ACCOMPLISHED

The NC E-Procurement Upgrade team is nearing the end of Pass 3 of System Testing and is working to retest issues found. Your college's NCID Delegated Administrator may have created IDs for your users. You need to log into NCID within 14 days to activate your account and establish your security questions.

## TRAINING CORNER

The go-live date change has allowed for a variety of enhanced training opportunities, including webinars, in-person regional training, online training and job aids. Check back each month for training schedules and updates.

## NC E-Procurement Go-Live Extended to July 2012

As mentioned briefly in the last issue, the go-live date of the upgraded NC E-Procurement system has been extended to July 2012. This change was driven by feedback from Community Colleges that a go-live at the start of the fiscal year would align better with existing business processes.

**How does the extension help colleges?** To provide a fresh start and enable improved system performance in NC E-Procurement, historical transaction data will not be converted to the upgraded system. You will still be able to access transactions in the old system after go-live, but on a 'read-only' basis. As a result, you will need to complete or close open transactions towards the end of the fiscal year ending June 30th. Most entities already follow fiscal year-end processes to close out orders, so moving the go-live date allows this closeout activity to occur in conjunction with normal annual fiscal year-end processes.

**What does this mean for me?** For now, this means you will continue creating and receiving on orders as usual. As the end of the fiscal year approaches, you will follow your college's year-end process, working to close all transactions. This year, you will want to avoid leaving requisitions in 'Composing' status or submitting them with a 'Hold Until' date, as they would need to be re-entered in the new system. More information regarding any specific situations will come from a designated contact at your college.

**What will we focus on in the meantime?** As the go-live date change was driven by business need, it gives the upgrade team time to provide additional training opportunities, including new online training modules and live training sessions. The live training sessions, focused on new functionality in the upgraded system, will include a combination of webinars and in-person training opportunities, including regional training sites for Community Colleges.

### What's New: Catalog Search

The Catalog Home page now has improved searching capabilities. The new Catalog Navigation Panel allows users to quickly refine their search results. Search filters such as Supplier, Keyword, and Price will populate the Catalog Navigation Panel based on the search. Frequently purchased items can still be added to 'Favorites' folders as they are today. Instead of starting at the title page when creating requisitions, users in the upgraded system will be directed to the Catalog home page first. You will see more of this feature in training, but we think you will find it very valuable.

More information about Procurement Transformation and the NC E-Procurement Upgrade can be found on the web.

If you have questions or comments about information covered in this issue, please contact the NC E-Procurement Help Desk at ephelpdesk@its.nc.gov.